

THE BOARD OF EDUCATION OF SALT LAKE CITY SCHOOL DISTRICT

Board Business Meeting
and Closed Executive Session

February 2, 2016

The Board of Education of Salt Lake City School District met in a Board Business Meeting and Closed Executive Session at 5:35 p.m. on Tuesday, February 2, 2016, in the Board Room of the Administration Building, 440 East 100 South, Salt Lake City, Utah.

ROLL CALL

Members Present: President Heather Bennett, Vice President Tiffany Sandberg, J. Michael Clára, Rosemary Emery, Melissa Ford, Katherine Kennedy (arriving at 5:38 p.m.), Kristi Swett, and Cristian Cortes, Student Member.

Also Present: Superintendent McKell Withers; Janet Roberts, Business Administrator; Kristina Kindl, Director of Policy and Legal Services; Kathleen Christy, Assistant Superintendent, Educational Equity and Advocacy; Craig Ruesch, Interim Executive Director, Human Resources; Barbara Kuehl, Chief Academic Officer; Brian Conley, Chief School Improvement Officer; Larry Madden, Chief Operations Officer; James Martin, Elementary School Leadership Support; Joann Price, Elementary School Leadership Support; Byron Garritson, Director of Human Resources; Christine Marriott, Director of Assessment and Evaluation; Michael Williams, Director of Development and External Relations; Kim Knettles, Interim Title I Director/Family and School Collaboration; Principals Jared Wright, Dilworth Elementary School, Bobbie Kirby, Ensign Elementary School, Peggy Paterson, Lincoln Elementary School, Valerie Shaw, Parkview Elementary School, and James Yapias, Bryant Middle School; Assistant Principal, Erik Jacobson, Northwest Middle School; Ana Park, representing the Salt Lake Education Association; Janet Clark, representing the Child Nutrition Employees Association; Cindy Mills, representing the Salt Lake Educational Office Personnel Association; David Litvack, Deputy Chief of Staff Salt Lake City Mayor's Office; Jason Olsen, Public Information Officer; and Allison Sisam and Tamara Suzuki from the Business Administration office.

In accordance with the agenda prepared for the Board Business Meeting of February 2, 2016, six motions were made. Items are reported as listed in the agenda and not necessarily in the order they were considered.

The meeting was called to order by President Bennett, who presided.

1. CLOSED EXECUTIVE SESSION

A. Litigation, Negotiations, and/or Property

There was no Closed Executive Session for Litigation, Negotiations, and/or Property.

B. Character, Professional Competence, or Physical or Mental Health of an Individual

At 5:35 p.m. a motion was made, after which members excused the audience and remained in the board room:

^A(1) That the board meet in Closed Executive Session to consider character, professional competence, or physical or mental health of an individual. Approval was given to the Motion on a vote of 6 to 0 with Ms. Kennedy absent at the time of the vote.
**(Ford and Sandberg)

VOTE RECORD	AYE	NAY	ABSENT
BENNETT	1,2,4,5	3	
CLÁRA	1,2,3,5	4	
EMERY	1,2,3,5	4	
FORD	1,2,4,5	3	
KENNEDY	2,3,5	4	1
SANDBERG	1,2,4,5	3	
SWETT	1,2,4,5	3	
A Absent	Ab Abstention	F Failed	
N "No" Vote	NA No Action	T Tabled	
W Withdrawn	*Unanimous Approval		
**Members Making Motion			

Present for Closed Session were Heather Bennett, Tiffany Sandberg, J. Michael Clára, Rosemary Emery, Melissa Ford, Katherine Kennedy (arriving at 5:38 p.m.), Kristi Swett, Byron Garrison and Florence Vincent, board legal counsel from Prince, Yeates and Geldzahler. McKell Withers, Janet Roberts, and Kristina Kindl were present for the Closed Session roll call and left prior to the discussion.

Board members adjourned from the Closed Executive Session for character, professional competence, or physical or mental health of an individual at 6:20 p.m. and returned to the Board Business Meeting at 6:34 p.m.

2. BOARD BUSINESS MEETING

- President Bennett welcomed everyone to the meeting. She recognized the presence of David Litvack, Deputy Chief of Staff Salt Lake City Mayor’s Office; Ana Park, representing the Salt Lake Education Association; Jared Wright, representing the Salt Lake Association of School Administrators, Janet Clark, representing the Child Nutrition Employees Association; and Cindy Mills, representing the Salt Lake Educational Office Personnel Association.
- Eric Jergensen, Ensign Elementary School Community Council Chair, led the audience in reciting the Pledge of Allegiance to the Flag.

President Bennett said she had received a letter from Mayor Biskupski formally requesting the board make available to her, or her designee, a place at the board table during school board meetings open to the public. The request from the Mayor asked for consideration of the same courtesy at school board meetings closed to the public regarding the selection of a new superintendent or the selection process, and it also expressed the Mayor’s appreciation for the welcoming atmosphere and accommodations already provided to her and her current designee, David Litvack. President Bennett said the Mayor’s request will be placed on the Action Agenda

at an upcoming board meeting. A copy of the Mayor's letter has been added to the official minutes.

Board member Clára distributed a letter he had sent to Board President Bennett on January 26, 2016, Re: Agenda Request to Formally Accept Mayor Biskupski's Extended Hand of Friendship, requesting the issue of accepting Mayor Biskupski's request be included on the agenda for the February 2, 2016, board meeting. A copy of Mr. Clára's letter has been added to the official minutes.

A. CONSENT AGENDA

*(2) A motion was made to approve the nine items in the Consent Agenda, including five of the six policies. These items are listed below. Item #9c, Board Policy G-1, District Leadership Team, was moved to the Action Agenda.

** (Kennedy and Swett)

Prior to approval of the motion, Board member Clára said he supports the renaming of Lincoln Elementary; but is concerned the renaming of Parkview, that was raised 2 years ago, has never been placed on a Board Agenda. He said the people in the Parkview community deserve the same respect given to the Lincoln community. He redistributed a copy of a letter he submitted September 16, 2014, Re: School Board Agenda Request, and renewed his request that the issue of renaming Parkview Elementary be placed on the Board Agenda. A copy of the letter has been added to the official minutes.

1. The Purchasing/Accounting Report, included a breakdown of items costing over and under \$50,000, increases to existing purchase orders, a payment voucher report that includes travel and professional expenditures, Budget Report for December 2015, and School Financial Reports for Student Activities for the Six (6) Months Ended December 31, 2015.
2. The Human Resources Department Report, included new contract employment for 20 employees, changes for one, and releases for seven.
3. Minutes of the Special Board Planning Meeting held December 21, 2016.
4. Minutes of the Board Business Meeting held January 5, 2016.
5. Minutes of the Board Study Session held January 19, 2016.
6. 2016-2017 Board Meeting Schedule.
7. Lincoln Elementary School Construction Bid to Hughes General Contractors, Inc. in the amount of \$17,643,850, including Alternates #1, #2, and #3.
8. Community Request to Use the Historical Liberty Elementary name for the rebuilding of Lincoln Elementary School
9. Board Policies:
 - a. Policy C-6, Community Donations, Contributions, and Gifts.
 - b. Policy F-2, Purchasing.
 - c. Policy G-1, District Leadership Team. *This item was moved to the Action Agenda.*

- d. Policy G-16, Naming or Renaming Facilities.
- e. Policy G-18, Complaint Resolution Process.
- f. Policy P-6, Alcohol, Tobacco, or Controlled Substance.

B. REQUESTS TO SPEAK

1. Christine Christensen, Clayton School Community Council Chair, and Laura Miller, Clayton PTA Co-chair, addressed the board on ELP Bussing. They read a letter that had been sent to board members. The letter addresses what they feel to be recent significant changes made to the Magnet Extended Learning Program without public debate or notice. They said parents are upset because their input was not solicited and they feel such changes warrant public input, notice, and discussion. They said they look forward to the board's response to their concerns and for the opportunity to be involved and engaged in the decision making process to resolve the issue. A copy of the letter has been added to the official minutes.

President Bennett noted the board does not respond to public comments at the meeting, but said they would be in touch and she understands meetings have already been scheduled. She noted board member Ford has made a request to place the issue on an upcoming board agenda and Board Member Clára added his name as a second member requesting the matter be added to an upcoming agenda.

2. Stanley Ellington and Josie Valdez, community leaders, addressed the board on Education Equity. Mr. Ellington thanked the board for the opportunity to come speak. He read from a letter sent to follow up on the concerns of the community group of leaders united to address student performance and achievement issues. He noted they had addressed the board at the November 3 and the December 1, 2015, meetings and, as of this date, these concerns have yet to be addressed with a response. He said they would like a written response that addresses at a minimum the following: first, how has the district complied with state law which requires such a massive reorganization be vetted with district employees, the community, and the board before changes are instituted; secondly, the status of the equity and advocacy department; and finally, what is being done to increase the number of students who are in ELP, magnet, and other advanced/specialty programs in the district. Ms. Valdez continued to address the board and identified additional issues the group would like to be addressed by the board and superintendent relating to the Equity Leadership Team, the composition of the Equity Leadership Team, a community co-chair to the Equity Leadership Team, the three interim appointments, consultant findings, and the Title IX Position. She said their group will continue to meet so they can help resolve these issues and monitor the process for selecting a new superintendent. She presented the letter to the board, a copy of which has been added to the official minutes.

C. REPORTS

1. Highlights from School Improvement Plans:

Ensign Elementary School. Bobbie Kirby, Ensign Elementary School Principal, introduced Eric Jergensen, School Community Council (SCC) Chair, Jennifer Schreiter, PTA President, and Ensign's feeder school Bryant Middle School Principal James Yapias. Two Ensign Second grade students Cynthia and Alex Craver-Galloway were also present and recognized. She thanked the board for the opportunity to come and report on Ensign, said they are honored to represent the district and State of Utah as a National 2015 Blue Ribbon

School for high academic achievement, and noted Ensign is the top performing non-Title 1 school in the district. She said their achievement can be attributed to a dedicated faculty of highly qualified teachers, a supportive and proactive School Community Council and PTA, and students who possess stamina and a desire for wanting to learn. For the record, she said other staff members wanted to be present to show their support, but were back at Ensign's Science Night.

Ms. Kirby told the board Ensign's students are hard-working and Ensign celebrates their students' efforts throughout the year. She said even with current student achievement they are not satisfied with their current successes, they want to make sure all students find academic success and are working to help students who are lagging behind. Mr. Jergensen said the SCC and PTA are dedicated to being involved to find ways to intervene to benefit Ensign's students. He said they have identified parents and community members who are willing to come in and help students and have seen growth from the direct help. He said they don't consider the problems to be just school problems, rather they are community problems and they feel strongly interventions need to be community efforts. He said they need volunteers with specific skillsets so they can help all students have an equal chance of achieving proficiency.

Ms. Kirby noted Ensign's Language Arts scores dropped last year and they are looking at ways to increase those scores while maintaining scores in other areas. She said they empower their parents, and said increased parental involvement increases student achievement. She reported briefly on the C&A program at Ensign, noting many of the Ensign teachers borrow the C&A strategies. She said the C&A program creates self-directed learners, is geared toward student needs, and teaching students problem solving skills. She said teachers in the C&A program get to know their students and families very well, noting they have their students for two years. She said the goals at Ensign are to meet the academic and social needs of all their students

On behalf of the PTA, Ms. Schreiter said the parents love being involved and she is grateful for the way Ensign works with parents. Bryant Principal, James Yapias, expressed his appreciation to the Ensign SCC and PTA for making Bryant Middle School their choice and said Bryant works to inform parents about the choices they will have coming to Bryant. Mr. Jergensen told the board Ensign has a great partnership between the administration, the faculty, parents, students, and community. He thanked the board, the district administration, and the School Leadership Support Team for all their support and efforts on behalf of the Ensign students.

Following the report, they answered questions from the board. President Bennett thanked them for the report and for everything they do to support the students of Ensign.

2. University of Virginia Partnership for Leaders in Education (UVA-PLE) Turnaround. Brian Conley and James Martin thanked the board for the opportunity to come report on the University of Virginia Partnership for Leaders In Education efforts. Other members of the team include Barbara Kuehl, Christine Marriott, Craig Ruesch, and Kim Knettles at the district level, and John Arthur, Meadowlark 5th grade teacher, Linda Barth Bryant Assistant Principal, and Peggy Paterson, Lincoln Elementary Principal from the schools. They walked board members through a presentation. A copy of which has been added to the official minutes.

Priority areas for the program include leadership, support and accountability, instructional infrastructure, and talent management. They told the board a lot of work has been done to develop leadership and thinking outside the box. Support and accountability is focused on working to close achievement gaps, continual assessment of students, and knowing how students are doing at all times. They talked about the instructional infrastructure and said Professional Learning Communities (PLCs) have existed for a number of years in some form at district schools, and this year 24 schools attended PLC trainings. Talent management looks at observation and feedback, leadership competencies, and additional professional development opportunities. They said, to use a term from UVA, the “Big Rocks” are data-driven instruction, Tier I instruction, and a positive schoolwide culture.

Mr. Conley told the board, so far the district has had 3 Cohorts: Cohort 9 was made up of Meadowlark, Riley, and Glendale; Cohort 10 included Northwest, Edison, Lincoln, and Riley; and Cohort 11 includes Bryant, Parkview, and Backman. They briefly highlighted the accomplishments as outlined in the presentation and shared comments from participants in the program.

Mr. Arthur reported on his experience with the UVA program. He said he teaches at a school with a high level of need and students struggle with scores. He said he feels the program offers an exceptional level of support and resources, emphasizes best practices, and holds them accountable for meeting expectations. Principal Paterson told the board how Lincoln is using what they have learned. She said they have developed a cadre of teachers and have instilled leadership in them that will drive forward the best practices for Lincoln’s students. Assistant Principal Barth shared their experiences. She said the program holds them accountable and is affecting students and instruction.

In closing Mr. Conley said there are challenges, bold changes are being made, and they are seeing success. He said he feels the cost of the program had paid huge dividends, and schools are working more effectively. Following the report, they answered questions from the board. During the board’s discussion, they requested they be provided information on the cost of the program and data supporting the successes. President Bennett thanked the team for all their great work.

D. DISCUSSION AGENDA

1. 2016-17 Student Fee Schedule. Larry Madden provided an update on the proposed Fee Schedule for 2016-17. He briefly outlined each of the requests for increase in school fees and the reason behind the increase. It was noted that each request for a fee increase had been thoroughly discussed and approved by the SCCs. It was also noted participation fees for Utah High School Activities Association (UHSAA) activities has a per student and a per family annual participation fee cap. The 2016-17 Student Fee Schedule will be brought back to the board on the Consent Agenda at the March 1, 2016, Board Business Meeting.
2. Class Size. Larry Madden provided the board with a report on Class Size. He distributed a handout entitled “FTE change needed to achieve an average class size of 30 in 9th and 10th grade mathematics and language arts based on current enrollments”. A copy of the handout has been added to the official minutes. He told the board the handout looks at class sizes in 9th and 10th grade math and language arts classes, excluding those with particularly small classes. He said the data was pulled on a specific day and the number of students in classes changes on a regular basis.

Board members discussed the complexities of class size including the difference in class size at different times of the year and the difference between class size and teacher load. Ms. Roberts noted it is the enrollment on October 1 that FTE staffing is based on. Also considered by board members was what causes class size to go down and concerns were voiced over whether kids walk away because classes are too big. It was also voiced when half of the students cannot pass a SAGE test, something needs to be done about class size. Also discussed was changing class size by 1 or 2 students would not have an impact but changing class size by 10 would. Also noted was class size is just one component, some other factors impacting student achievement include equity, cultural issues, and teacher practice. Board members said they would like to see some options to reduce class size and requested the options include budget information.

3. Budget Development. Janet Roberts told the board she wanted to begin the 2016-17 Budget Development process. She went through the presentation included in the board agenda. She briefly discussed the funds the district uses and the revenues or funding sources for each fund. She reminded them the rate for County Wide Equalization is due to sunset in December of 2016 and noted if the board were to choose to keep those resources the district would be required to go through Truth in Taxation. She also briefly walked the board through the Capital budget projected to 2023-2024 and the district's debt service. She said there would be another decrease in the debt service at the end of the 2015-16 fiscal year. She noted if the board were to choose to move it to Capital it would help to provide for the additional projects planned, and she briefly highlighted the projects the board has talked about. She also said even though the district's building have been rebuild and retrofit, some buildings have significant projects, such as roofs, that need to be re-done, and noted maintaining the district's buildings is a continuous process. In response to board comments she said the building projects are based on the direction provided by the board and the board can choose to change and/or modify its plans. She also said funds for board priorities can come from changing current priorities, growth from real property, and/or a tax increase.

E. ACTION AGENDA

1. Any Item Transferred from the Consent Agenda.

Policy G-1, District Leadership Team.

^{F&N}(3) A motion was made to approve Policy G-1 as outlined with the addition of "with board approval" added to the end of the first sentence of the last paragraph. The motion failed on a vote of 3 to 4 with Ms. Bennett, Ms. Sandberg, Ms. Ford, and Ms. Swett voting "No".

** (Clára and Emery)

Prior to voting on the motion, board members discussed the policy. Concern was expressed that the proposed policy had come back from the Policy Sub-committee without what some board members felt reflected the recommendations and discussions from the previous meeting. Concern was also voiced that the board needs to be informed and aware of committees that are formed, that board approval could be as simple as being included on a Consent Agenda, and that board approval provides check and balances.

^N(4) A motion was made to approve Policy G-1 as outlined. Approval was given to the motion on a vote of 4 to 3 with Mr. Clára, Ms. Emery, and Ms. Kennedy voting "No".

** (Swett and Sandberg)

Prior to voting board members continued to discuss the proposed revisions to the policy. Also discussed was the Policy Sub-committee, its deliberations of the board's discussion, its proposed revisions to the policy, and its belief that consensus would not be reached on the policy without a vote by board members.

*(5) A motion was made to call the question, with the caveat that generally the Policy Sub-committee be more reflective of the board's discussions.

** (Kennedy and Clára)

F. SUPERINTENDENT'S REPORT

1. Miscellaneous Updates:

Proposed Legislation and Priority Bills. Superintendent Withers reported the district's web page that provides a brief summary of legislative actions related to the priorities of the district is now active. He said the web page includes the district's top priorities and a link to the priority bills the district is watching.

2. Other Reports.

Board Member Emery said she had received a request from one of her schools that the procedures for what to do if there is an intruder in the building be reviewed and updated.

Board Member Swett said she would like to see a board committee established for the purpose of developing a quality training for School Community Council chairs. She said with new requirements for School Community Councils there is more responsibility on the board to ensure the chairs are well trained.

G. ADJOURNMENT

Following a motion by Ms. Sandberg, seconded by Ms. Emery, the meeting was adjourned at 9:50 p.m.

Janet M. Roberts
Business Administrator

aps

**Salt Lake City School District
Addition to the Minutes of the Board Business Meeting 1/05/2016**

OFFICIAL EXHIBITS OF BOARD MEETING

Official exhibits provided to the board and made available to the public as part of the meeting agenda can be found [here](#).

ADDITION TO THE MINUTES

The Board of Education of Salt Lake City School District acts by vote of a majority of the board members in an open and public meeting. Statements by individual board members, in or out of board meetings, written, oral or in social media, do not necessarily represent the views of the majority of the board or any other board member. Nevertheless, out of respect to the elected office that each board member holds and consistent with state law and board policy, the board allows its members to attach to board meeting minutes any other information that any member requests. When the board votes to approve minutes, that vote signifies that the minutes are a correct record of what occurred and what was asked to be included in the minutes. It does not signify any individual board member's agreement with the substance of the content.

The following information was distributed in the public meeting of the board, and has been included in the minutes at the request of the board member(s):

Letter from Mayor Biskupski requesting place at Board Table	Agenda Item 2a
Letter from Board Member Clára re: Agenda Request to Formally Accept Mayor Biskupski's Extended Hand of Friendship	Agenda Item 2b
Letter from Board Member Clára re: School Board Agenda Request	Agenda Item A8
Christine Christensen – Request to speak: ELP Bussing	Agenda Item B1
Stanley Ellington and Josie Valdez – Request to Speak: Education Equity	Agenda Item B2
University of Virginia Partnership for Leaders in Education Presentation	Agenda Item C2
Handout – “FTE Change needed to Achieve an Average Class Size of 30 in 9 th and 10 th Grade”	Agenda Item D2